



CHILTON TOWN COUNCIL

NOTICE OF HUMAN RESOURCE COMMITTEE MEETING

19TH October 2021

There will be a Meeting of Chilton Town Council Human Resources Committee to be held in Hutton House Chilton

Wednesday 27th October 2021
9.00am

All members of the Council are summoned to attend for the purpose of considering and resolving the business to be transacted as set out hereunder.

AGENDA

1. **APOLOGIES**

To receive any apologies for absence and approve reasons for non-attendance.

2. **DECLARATION OF INTERESTS**

Members are required to declare any disclosable pecuniary interests, other registerable interests, and non-registerable interests in any of the items included on the agenda in accordance with the Members' Code of Conduct.

3. **MEMBERS DISPENSATIONS**

To consider written requests for dispensations from members who have declared disclosable or non-disclosable pecuniary interests under section 33 of the Localism Act 20

4. **EXCLUSION OF PRESS AND PUBLIC**

In accordance with Paragraph 1(2) of The Public Bodies (Admission to Meetings) Act 1960, the Council will be asked to resolve that the public and representatives of the press shall be excluded from the meeting during consideration of the following items of business on the grounds that publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted, e.g., contractual and staffing matters or preparation of legal proceedings. No recording of the proceedings is allowed due to confidential nature of items to be discussed.

5. **TOWN CLERK**

To receive a report from Mr. M. Brodie and to make and decisions as a result of the same.

6. **RECEPTIONIST**
7. **ON-CALL**
8. **ROLES/RESPONIBILTIES**
9. **STAFF APPRAISAL**
10. **CHRISTMAS OPENING HOURS**

Yours faithfully,

Mr J. Robinson

Acting Town Clerk

19TH October 2021